

Temporary Assistance for Needy Families (TANF)
Title IV-A State Plan

FFY 2009-10

April 2010

Kentucky

Mission, Goals, Philosophy

Mission:

- ▶ Provide families with the tools to become self-sufficient while ensuring children are protected and valued

Goals:

- ▶ Clients obtain full-time, unsubsidized employment
- ▶ Clients retain jobs and, when necessary, obtain re-employment
- ▶ Clients and their families are self-sufficient
- ▶ Clients are involved in work activities and become self-sufficient before their 5-year lifetime limit expires
- ▶ Children live in a safe, secure environment

Approach:

- ▶ Develop partnerships with other state agencies, local governments, community based organizations and employers to provide linkages for Kentucky Works participants for services to reduce barriers to employment
- ▶ Integrate services

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- ▶ Develop multiple strategies recognizing the varying strengths and needs of clients and communities
- ▶ Encourage communities to develop broad based collaboratives for local plans for welfare reform and regionalized economic development strategies
- ▶ Maximize all state and local resources

Cultural Change:

- ▶ Provide information and support to participants enabling them to recognize their own strengths, value work, formulate goals, choose options and meet new expectations
- ▶ Integrate the new mission into service delivery through training for case managers and communication with service providers

Organization

Operation:

- ▶ The Kentucky Cabinet for Health and Family Services (CHFS) is responsible for the TANF block grant
 - ▷ The CHFS has authority to submit the state plan for programs funded under Title IV-A of the Social Security Act
 - ▷ The CHFS has authority to establish and revise provisions of TANF funded programs and file administrative regulations governing the administration of the plan according to Chapters 194A and 205 of the Kentucky Revised Statutes
- ▶ TANF is administered by Department for Community Based

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Services (DCBS) in CHFS

- ▶ The DCBS has offices located in every county
 - ▷ Case managers work in partnership with families to support their efforts toward self-sufficiency
 - ▷ Kentucky Works Program (KWP) Program Specialists serve as program consultants in Kentucky Works policy and act as facilitators/resource persons with other agencies
- ▶ The Family Resource and Youth Services Centers (FRYSC) and Division of Protection and Permanency, a Division of the Department for Community Based Services, are part of CHFS
- ▶ The Protection and Permanency provides family services, including crisis intervention, domestic violence counseling, child protective services and family preservation services
- ▶ The FRYSC removes non-cognitive barriers to children's learning by providing such services as health services, child care, employment counseling, drug and alcohol abuse counseling, parent and child education, or referrals for such services
- ▶ The Division of Child Care provides help for families who need child care outside their homes. CHFS is working to increase the quality and availability of affordable child care by administering a statewide network of resource and referral agencies
- ▶ The Department for Income Support provides assistance to any person, with minor children, who needs financial support from an absent parent
 - ▷ 14 Family Support Specialists will review all TANF cases

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every three years for possible modification to the current child support obligation, and perform other functions on TANF cases to increase collections

- ▶ CHFS contracts with various providers throughout the state to conduct job readiness workshops, provide employment services through job referrals, wage subsidy positions, job search workshops, job training services and some basic skills to Kentucky Works participants.

Kentucky Transitional Assistance Program (K-TAP)

Cash Assistance

Eligible Groups:

- ▶ Families with a minor child deprived of parental support through unemployment, death, voluntary or involuntary absence, or incapacity pursuant to Kentucky Administrative Regulations
- ▶ Child defined as
 - ▷ Age 15 or under; or
 - ▷ Age 16 through 18 and has not attained 19 years of age if attending high school or equivalent
- ▶ Qualified aliens residing in the country prior to August 22, 1996 (enactment date)
- ▶ Qualified aliens entering the country on or after August 22, 1996
 - ▷ Not eligible for first 5 years but eligible afterwards

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- Eligible for the first 5 years and afterwards if exempt from benefit restrictions as specified in federal law
 - ▶ Victims of a severe form of trafficking, including a victim's child(ren) or spouse, are eligible for TANF to the same extent as an alien who is admitted to the United States as a refugee
 - ▶ If a victim of a severe form of trafficking is under 18 years of age, the victim's siblings and parents are also eligible for TANF to the same extent as an alien who is admitted to the United States as a refugee.
- ▶ Recipients moving from other states as current residents

Ineligible Groups:

- ▶ Fugitive felons and probation/parole violators
- ▶ Felony drug offenders- commission of crime and conviction after August 22, 1996 (exemptions in accordance with Kentucky Revised Statutes 205.2005)
- ▶ Those convicted of misrepresenting residency in two states ineligible for 10 years
- ▶ Children absent from the home for 30 consecutive days, unless good cause exists

Technical Eligibility Requirements:

- ▶ Completion of assessment and self-sufficiency agreement
- ▶ Cooperation in child support activities

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- ▶ Child lives in the home of a specified relative
- ▶ Work registration required for adults
- ▶ Minor unmarried teen parents must live in adult supervised setting and attend school
- ▶ Minor teen parents without high school credential and with child at least 12 weeks old must attend high school or equivalent
- ▶ Child age 16 through 18 must attend school
- ▶ Must furnish a social security number or agree to apply for a number

Income/Resource Considerations and Exclusions:

- ▶ Up to \$2,000 in liquid assets excluded
- ▶ Exclude all real and personal property including all vehicles, as well as burial plans and life insurance policies
- ▶ Up to \$5,000 in Individual Development Accounts
- ▶ One-time exclusion of first two (2) full months earned income per adult, at individual's option
- ▶ Exclude earned income of a K-TAP child or a K-TAP parent age nineteen (19) or under, who is attending school

Gross Income Limit:

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- ▶ The benefit group's total gross earned and unearned income minus excluded income is compared to the maximum gross income scale
- ▶ If the benefit group's total gross earned and unearned income exceed the maximum gross income limit for the appropriate benefit group size, the family is not eligible for K-TAP
- ▶ The gross income limit is as follows for the appropriate family size

Number of Eligible Persons	Maximum Monthly Gross Income Limits
1 Person	\$ 742
2 Persons	\$ 851
3 Persons	\$ 974
4 Persons	\$1096
5 Persons	\$1218
6 Persons	\$1340
7 or more Persons	\$1462

Benefit Calculation:

- ▶ The Standard of Need calculation is defined in Kentucky Revised Statutes 205.2001 and is an amount no less than the poverty level of the family unit minus the combined value of the state's average Medicaid utilization for a given family size plus the value of Food Stamps for a given family size
- ▶ To compute eligibility for a cash payment, additional income deductions may be applied and the remaining income compared to the Standard of Need for the family size

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- ▷ The family's income is subtracted from the Standard of Need to arrive at the deficit amount
 - ▶ The deficit amount is multiplied by 55 percent (45 percent ratable reduction)
 - ▶ Ratable reduction allows the recipient to retain a larger portion of their earnings
- ▷ The K-TAP payment is the lesser of this product or the maximum K-TAP payment for the family size
- ▷ In no instance shall grants to families with no income be less than the appropriate grant maximum (in accordance with Kentucky Revised Statutes 205.200(2))

Standard of Need:

Current Standard of Need

Number of Eligible persons	Standard of Need
1 Person	\$401
2 Persons	\$460
3 Persons	\$526
4 Persons	\$592
5 Persons	\$658
6 Persons	\$724
7 or more Persons	\$790

Cash Benefits:

- ▶ Maximum monthly cash payments to eligible families

Number of	Payment
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Eligible persons	Maximum
1 Person	\$186
2 Persons	\$225
3 Persons	\$262
4 Persons	\$328
5 Persons	\$383
6 Persons	\$432
7 or more Persons	\$482

Educational bonus:

- ▶ An educational bonus of \$250 per individual paid to a K-TAP adult or child who reports and verifies receiving a high school diploma or GED certificate, one ESL certificate, or one post secondary school certificate or degree

Relocation
Assistance:

- ▶ Cash assistance recipients who choose to relocate to another area to access employment or escape a domestic violence situation may qualify for up to \$500 to assist the family with moving related expenses such as moving van rental and first month's rent
- ▶ For an individual who moves to access employment
 - ▷ There must be a verified offer of employment of at least an amount equal to 30 hours at minimum wage; or
 - ▷ The individual must be currently employed with wages of at least an amount equal to 30 hours at the minimum hourly wage rate, reporting and verifying wages timely, and request

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relocation assistance within ninety (90) days from the start date of employment

- ▷ The current residence must be located ten (10) miles or more from the location of new employment and the new residence is closer to the location of new employment than the applicant's current residence
- ▷ Relocation Assistance Program is available only one time
- For an individual who moves to escape a domestic violence situation, Relocation Assistance is available as needed
- Follow-up case management is available to assist the family with the transition

Penalties:

- 25 percent reduction of the maximum grant for K-TAP household size for failure to cooperate with child support
- Other penalties listed in the Kentucky Works Program Section of this state plan

Time Limit:

- Five year lifetime limit for families receiving federally funded cash assistance
- Five year lifetime limit for families with an adult not eligible due to being a fleeing felon, probation/parole violator, or convicted drug felon
- Up to 20 percent of caseload may receive an extension to the lifetime limit

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- ▶ The extension reasons include a recipient who:
 - ▷ Is battered or subjected to extreme cruelty
 - ▷ Has a physical or mental disability prohibiting work as determined by the Cabinet
 - ▷ Is a parent providing care for a disabled family member
 - ▷ Is a grandparent or other close relative caring for an eligible child who would otherwise be placed in foster care
 - ▷ Is an adult with insufficient employment opportunities who has complied with participation in Kentucky Works and child support requirements
 - ▷ Has received a domestic violence exemption, up to the number of months the individual received K-TAP during the domestic violence exemption
- ▶ A benefit group containing a member who has lost a job within thirty (30) days of reaching the sixty (60) month time limit will receive a three (3) consecutive month extension of the time limitation

Victims of Domestic Violence:

- ▶ Screen and identify those participants who may be threatened by, or subjected to domestic violence
- ▶ Provide special training for case managers in the identification of domestic violence and the dynamics of violent relationships

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- ▶ Refer individuals to the Division for Protection and Permanency per statutory requirements of Kentucky Revised Statutes Chapters 209 and 620, and the Targeted Assessment Program (TAP), where available
- ▶ Provide assurance of confidentiality and referral to counseling and supportive services
- ▶ On a case-by-case basis, waive requirements related to residency, time limits, child support cooperation and work requirements when compliance would make it more difficult for the recipient to escape domestic violence or protection of their children
 - ▶ Good cause granted based on need, as determined by an individualized assessment, and redetermination completed no less than every 6 months,
 - ▶ An appropriate services plan is:
 - ▶ Developed by a person trained in domestic violence or child abuse and neglect
 - ▶ Reflects the individualized assessment and any revisions made by a redetermination
 - ▶ Designed to safely lead to employment

Kentucky Works Program

Participation:

- ▶ All adults must participate, with the exception of:

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- ▷ Single custodial parents with a child under age one (1) may be exempt for up to twelve (12) months (lifetime limit), at their option
- ▷ Teen parents age 18-19 in high school
- ▷ Victims of domestic violence if participation would cause harm
- ▷ A parent providing care to a disabled family member
- ▷ A parent who is a recipient of Social Security Disability Insurance (SSDI)

Hours of participation:

- ▶ Required participation is no less than the number of hours per week required in the activity, except where the Cabinet determines that alternate hours are appropriate
- ▶ Two (2) parent cases include Unemployed Parent cases only, not two (2) parent cases based on deprivation of incapacity
- ▶ The activity required to have at least:
 - ▷ Thirty (30) hours per week for single parent or two (2) parent cases based on the deprivation of incapacity
 - ▷ Thirty-five (35) hours per week required for two (2) parent cases, based on unemployment, if the family does not receive federally funded child care assistance
 - ▷ Fifty-five (55) hours per week required for two (2) parent cases, based on unemployment, receiving federally

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subsidized child care

- ▷ Twenty (20) hours (thirty (30) hours for two (2) parent cases based on unemployment) required to be in federally countable core activities (Hours above 20/30 hours may be in education)
- ▷ Twenty (20) hours for the only parent or caretaker relative in the family with a child who has not attained six (6) years of age
- ▷ Twenty (20) hours for a single or married head of household age 18 or 19 who has not obtained a high school diploma or a general equivalency diploma if attending a secondary school or the equivalent or participates in education that is directly related to employment

Assessment:

- ▶ Transitional Assistance Self Assessment is completed at application
 - ▷ Brief overview of the income, service needs and family data relevant to achieving self-sufficiency through employment
- ▶ After approval of the K-TAP case, further details regarding employment goals, work history and concerns or barriers are obtained by the case manager
- ▶ Assistance in the assessment process is obtained from other agencies as needed
- ▶ Assessment includes basic skills, work skills, occupational skills, education levels, barriers to employment such as LEP status, transportation, dependent care, housing, substance abuse,

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mental health, physical disabilities, domestic violence, and other relevant factors

- ▶ Family situation is reviewed including strengths and needs
- ▶ Goals are set for obtaining a job and becoming self-supporting
- ▶ Plans are made for reaching goals
- ▶ The need for supportive services evaluated
- ▶ The K-TAP Transitional Assistance Agreement (TAA) is completed by adults and teen parents under age 18
- ▶ On-site professional screening is completed in select sites to identify individuals for possible learning disabilities, substance abuse, domestic violence, or mental health issues

Transitional Assistance Agreement:

- ▶ Based on the assessment, a self-sufficiency plan (Transitional Assistance Agreement) is jointly developed by case manager and client containing:
 - ▷ An employment goal for the participant
 - ▷ Services to be provided by the agency (including child care)
 - ▷ Activities to be undertaken by the recipient to achieve the employment goal
 - ▷ Other needs of the family
 - ▷ Where appropriate, reasonable accommodations and

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language assistance will be provided to beneficiaries to ensure meaningful access and effective communication

Components:

- ▶ All activities allowable in federal law
- ▶ Unsubsidized employment includes all paid employment that is not subsidized by TANF or any other public program to include self-employment
- ▶ Subsidized employment is an activity in which the participant works for either a private or public sector employer who is reimbursed for a portion of the wage paid to the participant
- ▶ Work experience training program (WEP) is an activity to improve the employability of individuals not otherwise able to obtain employment by providing experience and training which assists the individual in obtaining regular public or private unsubsidized employment
 - ▷ WEP limited to projects which serve a useful public purpose
 - ▷ WEP placement only used if training is needed to obtain a job
 - ▷ A valid WEP placement must meet the following:
 - ▶ The work experience training benefits the participant
 - ▶ Trainees do not displace regular employees
 - ▶ Trainees are not entitled to a job after training is completed
 - ▶ Trainees are not paid

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- The Training Site Agency must:
 - ▶ Provide sufficient training to ensure development of appropriate and specific skills
 - ▶ Provide new tasks after each skill is mastered
 - ▶ Provide intensive participant instruction and supervision at all times
 - ▶ Derive no immediate advantage from trainees' activities
- Job search and job readiness assistance is allowed for a maximum of six (6) weeks per federal fiscal year with only four (4) weeks being consecutive
- Job Readiness is pre-employment preparation which helps prepare participants for working and becoming marketable as an employee by assuring that participants are familiar with general work place expectations
 - ▶ A substance abuse program is an activity in which services available in the community are accessed by the participant to overcome the use of alcohol or drugs which impairs the recipient's ability to work and take proper care of his/her family
 - ▶ Mental health counseling is an activity in which health services are accessed by the participant to overcome mental health problems
- Job search is a structured activity for seeking employment with potential employers for participants who are job ready based on the needs of the participant

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- ▶ Community service is a structured program in which participants perform work for the direct benefit of the community under the sponsorship of public or nonprofit organizations including, but not limited to churches, the Red Cross, Big Brothers/Big Sisters, Habitat for Humanity, public schools and local government
- ▶ Vocational training provides training directly related to the preparation for employment, not to exceed twenty-four (24) months
 - ▷ Vocational educational training countable for purposes of determining monthly participation rates, not to exceed twelve (12) months
- ▶ Providing child care services to a KWP participant participating in a structured community service activity
- ▶ Based on the findings of the assessment, the agency or Cabinet designee and the participant may determine placement in a work preparation activity which includes:
 - ▷ Domestic violence counseling as an activity designed to help participants who are in a domestic violence situation to overcome abuse due to physical and sexual violence, threats and intimidation, emotional abuse and economic deprivation
 - ▷ Life skills training as an activity to learn basic living skills needed before the individual can become self-sufficient
 - ▷ A substance abuse program as an activity in which services available in the community are accessed by the participant to overcome the use of alcohol or drugs which impairs the recipient's ability to work and take proper care of his/her

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family

- ▷ Mental health counseling as an activity in which health services are accessed by the participant to overcome mental health problems
 - ▷ Vocational rehabilitation as an activity available for participants who have a learning disability, substance abuse issue or a mental or physical disability
 - ▷ Adult education (Literacy, ABE, GED, ESL)
 - ▷ Other activities approved by the Cabinet
- ▶ Where appropriate, reasonable accommodations and language assistance will be provided to beneficiaries to ensure meaningful access and effective communication

Substance Abuse:

- ▶ Possible substance abuse is identified through questions included in the assessment as well as by other interaction by case managers as part of the Kentucky Works Program assessment process
- ▶ Persons with indication of abuse are referred to the local Comprehensive Care center or other site with substance abuse professionals for an in-depth substance abuse assessment with a substance abuse professional
- ▶ A substance abuse professional determines whether the individual is or is not in need of substance abuse treatment
- ▷ Level of treatment and referral to an appropriate program determined by the substance abuse professional

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- ▶ All results forwarded back to the case manager
- ▶ Recipients may be required to participate in treatment as part of the Transitional Assistance Agreement
 - ▷ Substance abuse treatment coupled with a countable work activity whenever possible
- ▶ On-site professional screening completed in select sites to identify individuals for possible learning disabilities, substance abuse, domestic violence, or mental health issues

Limited English

Proficiency (LEP) Services:

- ▶ Ensures all clients have meaningful access to the programs and services of CHFS in a timely, efficient manner by minimizing or eliminating language barriers
- ▶ Qualified interpreters and appropriately translated forms and documents are provided for the Cabinet's clients, allowing the Cabinet to remain in compliance with Section 601 of Title VI of the Civil Rights Act of 1964 and Executive Order 13166.
- ▶ Provides interpretation and translation services for LEP clients who have Spanish as their primary language through Language Assess Section (LAS) staff interpreters, other qualified Cabinet staff members, qualified community-based partners and a contract with Language Line Services, Inc.
- ▶ Provides interpretation and translations in up to 160 other languages through qualified community-based partners and Language Line Services, Inc.

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- ▶ Translates vital documents used in the administration of Cabinet benefit programs into Spanish
- ▶ Cabinet agencies and staff:
 - ▷ Post multi-lingual signs in waiting areas to explain the availability of interpreters
 - ▷ Use "I Speak" cards at the initial contact to invite people with limited English Proficiency to identify their primary language
 - ▷ Identify each LEP customer and record the primary language of such customer. Flag the case as LEP so services can be provided at no cost and without unreasonable delay
- ▶ Whether through cabinet staff or contracted vendors, cabinet agencies shall:
 - ▷ Ensure staff are trained on cultural competency, effective communication and the use of interpreters/translators
 - ▷ Monitor compliance in each office to ensure that proper procedures are followed
 - ▷ Stipulate in service contracts that contractors are responsible for language services needed to serve LEP customers
 - ▷ Monitor compliance of contracted offices to ensure that proper procedures are followed.

Resolution of Displacement complaints:

- ▶ The Training Site Agency will abide by the statewide grievance

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procedures in Chapter 13B of the Kentucky Revised Statutes for resolving grievances and/or complaints about WEP activities and any final decision rendered therein

- Grievances and/or complaints will be forwarded to the Department for Community Based Services for resolution through the conciliation and/or administrative hearing process

Conciliation:

- Conciliation: a process which resolves participation problems in the Kentucky Works Program
- Conciliation is:
 - Conducted by the case manager
 - At the request of a Kentucky Works participant or a component provider
 - Used when a situation occurs which could result in a sanction or penalty
- Determination is made as to whether additional services are needed to assist with Kentucky Works participation
- Where appropriate, reasonable accommodations and language assistance will be provided to beneficiaries to ensure meaningful access and effective communication

Kentucky Works

Penalties:

- Kentucky Works Program participant is penalized, unless good

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cause criteria is met, for:

- ▷ Failure to participate in required activities, including:
 - An assessment interview
 - An assessment; or
 - Self-sufficiency plan development including completion of the Transitional Assistance Agreement
- ▷ Failure to participate in the program activities, as defined in the Transitional Assistance Agreement
- ▷ Refusal to accept employment
- ▷ Termination of employment or reduction of earnings, or
- ▷ Failure to register for work
- ▷ Penalties include:
 - ▷ Reducing the amount of the assistance otherwise payable to the benefit group on a pro rata basis; or
 - ▷ Discontinuance or denial of assistance to the benefit group if the K-TAP recipient, fails to keep appointment for an assessment interview or complete an assessment
 - ▷ The penalties continue until the participant complies with program requirements
 - ▷ Penalties are not applied until after conciliation procedures are conducted

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- ▶ Good cause for not applying a penalty in Kentucky Works include:
 - ▷ Temporary illness or injury which prevents participation as verified by the Cabinet
 - ▷ Long term illness determined by the Medical Review Team (MRT)
 - ▷ The work activity site is so far removed from the home that commuting time would exceed three (3) hours per day
 - ▷ Temporary incarceration or institutionalization for 30 days or less
 - ▷ Victims of domestic violence if participation would cause risk of harm
 - ▷ Other reasons that involve working conditions, e.g., formal complaint of discrimination, etc.
 - ▷ Child care terminated through no fault of the applicant or recipient
 - ▷ Child care not meeting the needs of the child, for example, a child with a disability
 - ▷ Accommodations for a disability or language barrier have not been made or are not sufficient
 - ▷ Single custodial parent caring for child under 6 years of age if child care unavailable
 - ▶ Appropriate child care within a reasonable distance from the home or work site unavailable

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- ▶ Informal child care by a relative or under other arrangements unavailable or unsuitable; or
- ▶ Appropriate and affordable formal child care arrangements unavailable
- ▶ The following criteria or definitions applied by the TANF agency to determine whether the parent has a demonstrated inability to obtain needed child care:
 - ▶ Case workers who provide case management services for TANF recipients including referral for child care advise the family about program requirements and exemption to the individual penalties associated with the work requirement for any single custodial parent who has a demonstrated inability to obtain needed child care for a child under 6 years of age
 - ▶ Kentucky defines “appropriate child care” as an eligible child care provider as defined in 45 C.F.R. Part 98.2
 - ▶ Kentucky defines “reasonable distance” as the distance customarily available within a locality
 - ▶ Kentucky defines “unsuitability of informal child care” as care not regulated under Kentucky law which does not meet the quality child care need as defined by the parent or the health and safety requirements applicable to unregulated child care in the Commonwealth
 - ▶ Kentucky defines “affordable child care arrangements” as appropriate child care at a reasonable distance which is suitable and with charges at or below the maximum provider payment rate under the Child Care

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and Development Fund plan

Quality Assurance:

- ▶ The control mechanism to ensure that K-TAP grants are appropriately reduced for refusing to engage in work is:
 - ▷ Quality Control sampling
 - ▷ Supervisory reviews
 - ▷ The fair hearing process

KWP 3-Month

Sanction Policy:

- ▶ As a condition of eligibility, an adult who has received cash assistance for six (6) months must engage in an activity listed as Kentucky Works "components" on pages 16 through 20 of this section
- ▶ A family is ineligible for assistance if the recipient refuses to participate without good cause and has been penalized for noncompliance with work requirements for at least three (3) cumulative months

Parental Responsibility

Opportunities (PRO)

Team:

- ▶ PRO Team in available areas is composed of entities in the community, including Department for Community Based Services and FRYSC staff, who have an interest in assisting individuals in becoming self-sufficient; and

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- ▶ Identifies solutions before the family loses cash assistance to ensure protection for children

Support Services:

- ▶ Case Management
 - ▷ The goal for case managers: to work in partnership with families to support their efforts toward self-sufficiency
- ▶ Child Care
 - ▷ TANF recipients automatically eligible
 - ▷ Referrals made to contracted service agents
- ▶ Transportation
 - ▷ Actual transportation costs paid up to the maximum payment rates listed below
 - ▶ If free or low-cost transportation that meets the needs of the individual is unavailable, direct payment to the individual per month as follows:
 - ▷ Fifteen (15) dollars for less than four (4) days of participation per month, or
 - ▷ Two hundred (200) dollars for four (4) or more days of participation per month
- ▶ Car repair payments up to a maximum of \$1500 per year per eligible family
- ▶ Items or services needed by the recipient for participation in

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Kentucky Works up to a maximum of \$400 per year

- ▶ Referral to other agencies for needs such as substance abuse counseling, life skills, domestic violence counseling

Education:

- ▶ The Cabinet recognizes the critical role that education plays in preparing adults for work and long term employment
 - ▷ Welfare recipients may attend vocational education for twenty-four (24) months without a requirement to participate in any other work activity
 - ▷ Subsequently, recipients may continue their education while meeting the federal work requirement
 - ▷ The requirement may be met by practicums, internships, co-op programs, and work study as well as regular employment
 - ▷ The Cabinet provides supportive services, including child care, transportation, payments for school supplies, GED test fees, car repairs, short term training fees, registration fees, financial aid application fees, and activity fees for students who are K-TAP recipients
 - ▷ Family and expanded literacy programs
 - ▷ Basic skills upgrades permitted and incorporated in many activities
- ▶ Ten (10) hours of the hours required for participation may be in education activities, five (5) hours for two (2) parent families

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Family Services

Family Services:

- ▶ Provision of family services to needy families so children may be cared for in their own homes or in the home of relatives and/or to encourage the formation and maintenance of two (2) parent families
- ▶ Income limits equal to or less than 200 percent of the federal poverty scale adjusted annually
- ▶ Provision of services include but are not limited to:
 - ▷ Crisis intervention services such as risk assessment, case management, or intensive family preservation services
 - ▷ Family reunification services
 - ▷ Advocacy
 - ▷ Family, individual and marriage counseling
 - ▷ Communication and negotiation skills
 - ▷ Linkage development with natural networks and community services
 - ▷ TANF Informational Flyer – contains information about programs and services offered by the Cabinet such as help with child support or domestic violence issues
 - ▶ Eligibility requirements for the flyer will be a gross income limit of 200% of the federal poverty level for households

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with elderly and /or disabled members and 130% for all other households

- ▷ Job readiness training or other employment related services that do not provide basic income support
- ▷ Subsidized wage program
 - ▶ Eligibility Criteria
 - ▷ Youth age 16 to 24, living with a parent or caretaker relative
 - ▷ A parent who resides with a needy child under the age 18 or age 18 and attending secondary school
 - ▷ A K-TAP recipient
 - ▶ Employers are reimbursed 100% of wages
 - ▶ Funded through the TANF Emergency Contingency Fund, created from the American Recovery and Reinvestment Act of 2009 (ARRA)
 - ▶ Operated statewide May 2010 through September 2010
- ▷ Home maintenance skills, and
- ▷ Other services to meet the needs attributable to emergency or unusual crisis situation
- ▶ Services provided without regard to the length of need
- ▶ Family Services are funded with TANF federal and state MOE funds

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Family Drug Court Program:

- ▶ Court-managed drug intervention program in designated counties around the state, designed to provide a cost-effective alternative to traditional case processing in dependency, neglect and abuse cases.
- ▶ Counselors administer assessment and Diagnostic and Statistical Manual of Mental Disorders – Fourth Edition (DSM IV) criteria for substance abuse and/or dependency
- ▶ Individualized treatment/case management plan is developed. The phases of the treatment program are:
 - ▷ Orientation: (Minimum of one week)
 - ▷ Phase I: Choice Period (Minimum of 30 days)
 - ▷ Phase II: Choice Period (Minimum of Five Months)
 - ▷ Phase III: Change Period (minimum of Six Months)
 - ▷ Phase IV: After Care
- ▶ Eligibility Criteria:
 - ▷ Females of at least 18 years of age
 - ▷ At least one child placed out of the home
 - ▷ At least one child placed out of the home is under 12 years of age

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- ▷ Substance use must be identified as a contributing factor in the removal of the child (ren)
- ▷ Must meet DSM IV criteria for substance abuse or dependency
- ▷ Based on 200% of the federal poverty level
- ▶ Goals of the program are:
 - ▷ To facilitate the recovery and the development of a safe, healthy, nurturing and permanent family for each child in a timely and therapeutic manner
 - ▷ To provide efficient, culturally-competent and effective strength-based services to substance abusing families through cooperative partnerships which are non-adversarial, accountable, coordinated and flexible while promoting the best interests of the child in a recovery environment
 - ▷ To provide women with an opportunity to be clean and sober
 - ▷ To help women develop adequate parenting and “coping” skills which will allow them to serve as effective parents on a day-to-day basis
 - ▷ To help women develop skills that will aid them in leading productive, substance-free and crime-free lives
 - ▷ To support women in developing and investing in educational and vocational pursuits
 - ▷ To help women develop positive relationships in the community

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- To help women become emotionally, financially and personally self-sufficient
- Participants are required to obtain/maintain employment or enroll/remain in school throughout involvement in the program
- All participants must possess or be well into the process of getting a high school diploma or G.E.D. before graduating from the Family Drug Court program
- Family Drug Court Program is funded with TANF MOE.

Sobriety Treatment and Recovery Team (S.T.A.R.T.)

- An intensive case management program for child protective services and a substance abuse early intervention and treatment initiative to improve the methods of keeping children safe
- Income limits equal to or less than 200 percent of the federal poverty scale adjusted annually
- At least one child in the home that is under 3 years old
- Mother tests positive at delivery or investigation results in substantiated abuse/neglect involving drug use
- Provision of services focus on:
 - Treating families upfront by providing quick access to substance abuse services
 - Keeping the family together where possible and safe for the children

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- ▷ To improve the well-being of the children and parents
- ▶ Goals:
 - ▷ To keep children safe
 - ▷ To develop a safe, nurturing and stable living situation for these children as rapidly and responsibly as possible
 - ▷ To help drug-addicted parents overcome their drug problems
- ▶ Provides intensive case management by:
 - ▷ Increasing birth family involvement and responsibility for children
 - ▷ Addressing substance abuse by a network of individuals, program, skills and the building and strengthening of community partnerships
 - ▷ At minimum, weekly contact between the mothers and the social work/advocate team
 - ▷ Teams composed of licensed drug and alcohol counselors, professionally trained child welfare social workers and family mentors who also are recovering addicts
 - ▷ Face-to-face, in-home case management to addicts in pregnancy or with children
 - ▷ Relapses require social worker visit to assess child safety issues

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- ▷ Treatment is coordinated with drug court to ensure the client attends both
- ▷ Drug assessments available upon the mother's discharge from the hospital or at which time there is a substantiated case for child abuse or neglect due to substance abuse
- ▶ A comprehensive training program, aimed at educating DCBS clients and all external partners in the community and private agencies on identifying signs of substance abuse
- ▶ Collects data for future evaluation and analysis of S.T.A.R.T.
- ▶ S.T.A.R.T. is funded with TANF MOE

Targeted Assessment Program (TAP):

- ▶ Program in available areas to target barriers to self-sufficiency and safety, with emphasis on substance abuse, domestic violence, mental health, and learning problems
- ▷ Identify and address multiple barriers to family self-sufficiency and safety
- ▷ Conduct screenings and assessments and facilitate appropriate referral and client follow through

Additional Services to K-TAP Recipients:

- ▶ Project to assist long-term K-TAP recipients in need of domestic violence, mental health and substance abuse services to secure and sustain employment, maintain family safety, or both

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- ▶ Provision of services include:
 - ▷ Screening and referral services
 - ▷ Outreach and education
 - ▷ Non-medical clinical services including but not limited to:
 - ▶ Counseling
 - ▶ Safety planning
 - ▶ Emergency shelter
 - ▶ Court advocacy
 - ▶ Intensive substance abuse treatment
 - ▶ Case management
 - ▶ Supportive services
- ▶ Services coordinated with Targeted Assessment Program (TAP) in available areas

Kinship Care Program

Eligible child:

- ▶ In need of protection and unable to remain in his home
- ▶ Removed from the home for a protection issue who is placed with a caring nonparent relative that has been determined to be a preferable and viable alternative to placement with a nonrelative by the Cabinet for Health and Family Services

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- ▶ At risk of commitment to the Cabinet for Health and Family Services due to abuse or neglect or death of both parents

Program benefits:

- ▶ Financial assistance
 - ▶ The monthly payment scale

Number of Eligible Children	Monthly Payment
1 Child	\$ 300
2 Children	\$ 600
3 Children	\$ 900
4 Children	\$1,200
5 Children	\$1,500
6 or more children	\$1,800

- ▶ A payment for start-up costs totaling up to \$350 multiplied by the number of siblings is provided for clothing, school supplies, additional furniture, deposit for a larger apartment, or an essential documentable cost up to the maximum including attorney fees, if needed by the kinship caregiver in obtaining permanent custody of the child
- ▶ A case management service to each nonparental relative caring for the child in the home
- ▶ Support Services on a case-by-case basis including:
 - ▶ An educational bonus of \$250 per Kinship Care child under the same conditions as K-TAP, pursuant to 921 KAR 2:017;

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- A child care subsidy pursuant to 922 KAR 2:160; and
- Respite care
- ▶ Family counseling
- ▶ If requested, referral to an available support group
- ▶ Case management services supplied through the Cabinet for Health and Family Services for a minimal period of six (6) months
- ▶ Parenting training

Eligibility Requirements:

- ▶ The income limit is the same as the monthly payment scale listed above
- ▶ The resource limit and countable resources of the child is the same as a K-TAP child
- ▶ Except for the income limit, countable income of the child is the same as a K-TAP child
- ▶ The child meets technical eligibility requirements of a K-TAP child
- ▶ The child's eligibility for payment is ongoing until the child:
 - Leaves the home of the relative; or
 - Has attained the age of nineteen (19) and is no longer a full-time student in elementary school, secondary school, or an equivalent level of vocational or technical school

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- ▶ A caretaker relative is excluded from the case and income or resources of the caretaker relative disregarded
- ▶ The caretaker relative is required to:
 - ▷ Pursue permanent custody within 30 days following the 12th month of receipt of Kinship Care
 - ▷ Cooperate in a child support activity pursuant to 42 USC 608(a)(2)
 - ▷ Assign support rights to the state pursuant to 42 U.S.C. 608(a)(3) and KRS 205.720(1)
 - ▷ Participate in an annual eligibility review pursuant to 921 KAR 2:040, Section 2(2)(c)
 - ▷ Undergo a criminal records check, and child abuse and neglect check
 - ▷ Undergo a Relative Home Evaluation performed by the cabinet
- ▶ The Cabinet for Health and Family Services reviews the placement after a six (6) month period

Funding:

- ▶ Kinship Care Program services funded with TANF Federal Funds and State MOE
- ▷ Services funded with state general funds not claimed as TANF

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Diversion Program

Family Alternatives

Diversion (FAD):

- ▶ Temporary short term assistance available to stabilize families and allow them to maintain self-sufficiency
- ▶ Available to K-TAP eligible families, not currently receiving cash payments, who are at or under the gross income limit for K-TAP for the appropriate family size
- ▶ For families with an ongoing means of support from earned income, but with verified short term needs
- ▶ Payment to resolve crisis, not to exceed \$1300 maximum
- ▶ Approval once in 24 months, with multiple payments to client and/or vendor made within 3 months from the date of application
- ▶ An adult member of a benefit group not approved for FAD more than twice in a lifetime
- ▶ An adult member of a benefit group not eligible to receive FAD if voluntarily quit employment unless there is good cause
- ▶ Receipt of a FAD payment exclude the benefit group from receiving ongoing K-TAP benefits for twelve (12) months unless nonreceipt would result in:
 - ▷ Abuse or neglect of a child, as determined by the Cabinet; or
 - ▷ The parent's inability to provide adequate care or

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supervision due to the loss of employment through no fault of the parent, as determined by the Cabinet

- ▶ Referrals made to other agencies and programs
- ▶ FAD payments funded through TANF and considered short-term assistance pursuant to 45 CFR 260.31(b)(1)

Referrals for other
Services:

- ▶ The following additional services/referrals are offered to FAD applicants:
 - ▷ An application taken or referrals made for benefits needed by the household such as Food Stamps, Medicaid and Child Care
 - ▷ Referrals to the following agencies or organizations are made, as appropriate:
 - ▶ The Department for Income Support
 - ▶ The Department for Public Health
 - ▶ Contracted vendors for job search, job readiness or life skills services
 - ▶ Charitable organizations

Transitional Services for Families **No Longer Receiving Cash Assistance**

Work Incentive
Program (WIN):

- ▶ WIN is available to a family if the family:

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- ▷ Includes an adult with wages who has been discontinued from K-TAP on or after April 1, 2003
- ▷ Includes an adult who is employed and has a work expense
- ▷ Reports employment within ten (10) calendar days of obtaining employment and provides verification of the employment within ten (10) calendar days of the report
- ▷ Has an eligible child
- ▷ Is a resident of Kentucky
- ▷ Has a total gross income at or below 200 percent of federal poverty level
- ▶ WIN is a reimbursement of \$130 per month for nine (9) months for work-related expenses
- ▶ Receipt of WIN reimbursements is limited to once in a lifetime

Safety Net:

- ▶ Safety Net services initiated for former K-TAP recipients, who have total gross income at or below 200 percent of federal poverty level, when no longer eligible for K-TAP benefits due to failure to complete a Kentucky Works assessment, being sanctioned for three months for not participating in KWP, or due to benefit time limitations
- ▷ Assessment of family and home situation to identify problems and referral to available resources in the community, or if needed, crisis intervention with financial assistance for basic needs such as food, clothing, fuel, utilities, housing, etc.

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- ▷ Recipients of safety net services shall have access to LEP services and shall have reasonable accommodation for a disability provided if needed
- ▷ Financial assistance available up to \$635 over four (4) months, during a twelve (12) month period
- ▷ Safety Net services are funded through TANF and considered short-term assistance pursuant to 45 CFR 260.31(b)(1)

MISCELLANEOUS

Compliance with
other Laws:

- ▶ The following provisions of law apply to any program or activity funded with TANF funds:
 - ▷ The Age Discrimination Act of 1975
 - ▷ Section 504 of the Rehabilitation Act of 1973
 - ▷ The Americans with Disabilities Act of 1990
 - ▷ Title VI of the Civil Rights Act of 1964
 - ▷ This program is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability.

Privacy:

- ▶ Guaranteed through Kentucky Revised Statutes 194A.060,

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205.175, and 205.177

- ▶ Case record information not published or open for public inspection
- ▶ Compliance with the Health Insurance Portability Act of 1996 (HIPAA)
- ▶ Information available to the following entities:
 - ▷ Public employees administering public assistance and child support programs
 - ▷ All law enforcement agencies in cases involving the discovery and prosecution of fraud
 - ▷ Banks or other financial institutions to confirm information submitted by the recipient for assistance determination
 - ▷ Written consent to disclose financial data will be given by applicants for K-TAP
- ▶ Information about the recipient is also available to:
 - ▷ Entities supplying or securing services for the recipient, where a confidentiality agreement exists with the Cabinet
 - ▷ An authorized representative of any other state or local government agency, if there is a direct or legitimate interest in the participant or his family, notwithstanding any state statute or regulation to the contrary
 - ▷ Private or quasi-private agency when such agency has an agreement with the state assuring the confidentiality of all such information and a direct, tangible and legitimate interest

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in the individual

Hearing rights:

- ▶ A system of hearings available to any applicant or recipient dissatisfied with an action or inaction on the part of the Cabinet
- ▶ On receipt of an oral request (later submitted in writing) or written request, the applicant or recipient given reasonable notice and opportunity for a hearing pursuant to procedures provided in Chapter 13B of Kentucky Revised Statutes and Kentucky Administrative Regulation 921 KAR 2:055
- ▶ If dissatisfied with the decision of a hearing officer, the applicant or recipient may appeal to the Appeal Board for Public Assistance
- ▶ Within 30 days after a decision by the appeal board, any party aggrieved may secure judicial review in the circuit court of the county in which the petitioner resides

Activities to Reduce Teen Pregnancy:

- ▶ Goals established to reduce the out-of wedlock birth ratio by 1.0 percent in 2009; 1.0 percent in 2010; 1.0 percent in 2011; 1.0 percent in 2012; and 1.0 percent in 2013
- ▶ To encourage new approaches for the reduction of sexual activity and pregnancy in teens, Kentucky allocated funds for direct community grants. Communities applied for funding (up to \$50,000) through Local Health Departments or Local Health Districts for projects meeting abstinence education legislation priorities as stated in 42 U.S.C. 710

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- ▶ The goal of these direct grants is to create strong partnerships among public and private community agencies, parents, schools, and the faith community to teach school-age children the value of sexual abstinence. They also are used to fund programs unique to each individual community, their resources and their specific needs.
- ▶ The purpose of the Abstinence Education Program is to reduce teen pregnancy rates by providing abstinence-until-marriage education to youth aged 10-19 years old and to promote and encourage open communication between parents and youth, particularly with regards to risk taking behaviors
- ▶ The purpose of the program is being accomplished through the positive youth development approach, which teaches adolescents values in an effort to reach their full potential. The strategies utilized to accomplish the program goals are school programs (before, during and after), parent education programs, community coalitions/partnerships, and awareness campaigns
- ▶ Local health departments convened workgroups composed of individuals from social services, schools, youth service centers, clergy, elected offices, the medical community, parents, and teens to discuss strategies for reducing teen pregnancy in their communities
- ▶ Studies and recommendations related to promoting male responsibility, including fatherhood and teen fatherhood programs, strengthening current laws, penalties and prosecution of statutory rape, establishment of paternity, enforcement of child support obligations
- ▶ Suspected domestic violence or statutory rape referrals made to the Division of Protection and Permanency for an evaluation

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and recommendation for further action

- ▶ Increasing the number of after school and summer programs to prevent negative behavior, such as unprotected sex and drug and alcohol abuse

Family Planning Services:

- ▶ Through the Department for Public Health, family planning services are to provide the target population of low-income women, men, and teens the information and the means to choose the number and the spacing of their children
- ▶ Easy access to comprehensive family planning services to obtain contraceptive services at 120 local health department family planning clinics
- ▶ Provide reproductive preventive services to enhance the health of Kentucky women and families as demonstrated in improved prematurity rates, sexually transmitted disease prevalence, and cancer screenings and decreased teen pregnancy and birth rates
- ▶ Assist women, teens and men to prevent unintended pregnancy and plan healthy pregnancies

HANDS

(Health Access; Nurturing Development Services):

- ▶ Home visitation program for first time mothers to assist them in meeting the challenges of parenting during the prenatal period and continuing during the child's first two years of life
- ▶ Purposes are:

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- ▷ Achieve positive pregnancy outcomes
- ▷ Improve health and development outcomes for children
- ▷ Have children in healthy and safe homes
- ▷ Reduction in the likelihood of child abuse and neglect over the long term

Tribes

Not applicable to the Commonwealth of Kentucky

Certifications

Operation of child support program

Operation of foster care and adoption assistance program

Administration by the Cabinet for Health and Family Services

Assurance that groups have 45 days to comment

Procedures to ensure against fraud and abuse